

Western New York Regional Information Center
Standards Committee
Charter

- I. **PURPOSE:** The Western New York Regional Information Center (WNYRIC) Standards Committee is established to assist the WNYRIC in determining exactly which network platforms, computer platforms and operating system software, tools/utility software, and other emerging growth technologies can be supported through BOCES Administrative Computing Services (COSER 7710) or Instructional Technology Services (COSER 6360), under the overall control and guidance of the WNYRIC Chapter 793 Plan. Standards Committee members assist the WNYRIC staff with research and development activities and forward recommendations to the WNYRIC Advisory Council for final approval.

II. **AUTHORITY:**

- A. The Standards Committee is responsible to the WNYRIC Advisory Council. Recommendations shall be forwarded to the WNYRIC Advisory Council for final Approval.
- B. The Co-Director, Technology Services, Infrastructure and Operations (WNYRIC) shall serve as Chairperson.
- C. The Committee shall elect a Vice Chairperson annually from the voting membership.
- D. The Chairperson shall provide a recording secretary.
- E. The Committee meetings will be conducted in accordance with the Robert's Rules of Order.

III. **MEMBERSHIP:**

- A. One representative from each BOCES.
- B. Two representatives from School Districts within each BOCES.
- C. Supervisor, WAN Telecommunications (WNYRIC) (No Vote).
- D. Manager, Distance Education and Media Services (No Vote).
- E. Co-Director, Technology Services, Infrastructure and Operations (WNYRIC).
(CHAIRPERSON) (Voting member)
- F. One Senior LAN Specialist (WNYRIC) (NO Vote).
- G. Other WNYRIC staff may be included as facilitators and technical advisors.

- H. The selection and term of the BOCES and School Districts members (III, A and B above) will be determined by the District Superintendent of that region.

IV. **MEETINGS:**

- A. Meets quarterly, at least three weeks before each WNYRIC Advisory Council Meeting.
- B. Additional meetings may be scheduled when the committee determines the need.
- C. A meeting quorum shall be defined as a majority of the voting membership, which is nine (9) members.

V. **SAMPLE ACTIVITIES:**

- A. Research current needs in hardware, communications, and software.
- B. Provide active support and participate in research and development activities.
- C. Survey the needs of the school districts in the region they represent and convey needs to the Committee for consideration and action.
- D. The Committee will provide a written detailed report of research and development activity for all recommendations to the WNYRIC Advisory Council, including alternatives considered, survey of needs, and periodic review of existing standards.
- E. Each BOCES District Superintendent and the representatives are responsible for the communication of all Standards Committee actions to school district constituent groups within their region.
- F. The Committee may require additional appropriate technical or legal expertise to assist them in considering standards issues.
- G. The Chairperson maintains an accurate list of standards on the WNYRIC web site.

Adopted: January 4, 2002
Last Revision: September 15, 2006